



Gujarat National Law University

**GUJARAT NATIONAL LAW UNIVERSITY
(Established Under Gujarat Act No.: 09 of 2003)**

Notice Inviting Applications No.: PC- 05/2026

**NOTICE INVITING APPLICATIONS FROM
VENDORS FOR SETTING UP TEMPORARY
STALLS FOR STUDENT ESSENTIAL ITEMS IN
THE GNLU HOSTEL**



Gujarat National Law University

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Attalika Avenue, Knowledge Corridor,

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Notice inviting applications from vendors for setting up temporary stalls for student essential items in the GNLU Hostel

The Gujarat National Law University, Gandhinagar invites interested vendors/suppliers to install and operate temporary stalls in the hostel area for the sale of essential items required by newly admitted students at the time of joining the Institute.

The stalls will be permitted from **1st July to 3rd July, 2026**. Vendors shall organize and operate their stalls only at the locations allotted/directed by the University near the hostel area.

Indicative List of Items

Vendors may offer the following items and any other hostel-related essentials approved by the University:

- Mattress
- Pillow
- Bed Sheet
- Pillow Cover
- Dustbin
- Bucket
- Mug
- Curtain
- Curtain Rod
- Mirror
- Clothes Drying Stand
- Shoe Rack
- Soap Stand
- Laundry Bag
- Wall Hooks
- Hangers
- Extension Board
- Door Bottom/Door Seal
- Study Lamp
- Water Bottle
- Storage Containers
- Mosquito Net
- Floor Mat
- Bedding Accessories
- Cleaning and Utility Items
- Any other hostel-related essential items required by students, subject to the approval of the University.

The above list is indicative only. Vendors may offer additional student utility items; however, the University reserves the right to approve or disallow any item proposed for sale.

Terms and Conditions

1. Vendors shall set up stalls only at the location allotted by the University.
2. The sale prices shall be fixed and displayed prominently at the stall. The rates shall not exceed the prevailing market rates.
3. Products offered must be of good quality, durable, and suitable for regular student use.
4. Vendors shall clearly display the **brand name, manufacturer details, specifications, dimensions (where applicable), warranty/guarantee details (if any), and selling price** of each item.
5. Wherever branded products are supplied, the brand name shall be clearly mentioned on the product, packaging, and price list displayed at the stall.
6. No duplicate, counterfeit, refurbished, or substandard products shall be permitted.
7. Vendors shall maintain adequate stock throughout the stall period and ensure fair and transparent dealings with students.
8. The University reserves the right to inspect products and verify their quality, specifications, and pricing. Any item found to be of inferior quality may be disallowed from sale.
9. Vendors shall maintain cleanliness and proper conduct in and around the stall area.
10. Vendors shall be responsible for arranging their own stall setup, manpower, transportation, and security of goods.
11. The University shall not be responsible for any loss, damage, theft, or dispute arising from the sale of products.
12. The University reserves the right to accept or reject any vendor application and to remove any vendor found violating these conditions without assigning any reason.
13. **Stall Participation Fee:** A non-refundable stall participation fee of **₹3,000/- (Rupees Three Thousand only)** for the entire period of 01 July to 03 July 2026 shall be deposited in the GNLU Account Department at the time of submission of the application. Applications not accompanied by proof of payment shall not be considered.
14. The payment receipt issued by the GNLU Account Department must be attached with the application form as proof of payment.

Interested vendors may submit their willingness along with application and details of the products proposed to be sold, **brand names, specifications, and price list** to the concerned University office on or before **29th June 2026**.

Company Letterhead

Application Form for Setting up Stall for Student Essential Items

To,
The Registrar
Gujarat National Law University,
Attalika Avenue, Knowledge Corridor, Koba,
Koba (Sub P. O.), Gandhinagar-382426, Gujarat, INDIA

Subject: Application for Permission to Set Up Stall for Sale of Student Essential Items in Hostel Area (01–03 July, 2026)

Respected Sir/Madam,

I/We hereby submit our application for setting up a stall for the sale of student essential items in the hostel area during the student admission/joining period from 01 July to 03 July, [Year]. The details are as follows:

1. Vendor Details

- Name of Firm/Vendor: _____
- Name of Proprietor/Authorized Representative: _____
- Address: _____
- Mobile Number: _____
- Email ID: _____
- GST Number (if applicable): _____
- PAN Number: _____

2. Experience Details

- Number of Years in Business: _____
- Similar Events/Institutions Served (if any): _____

3. Details of Items Proposed to be sold

Sr. No.	Item Name	Brand/ Manufacturer	Specification/ Size	MRP (₹)	Proposed Selling Price (₹)

(Attach additional sheets if required.)

4. Declaration

- All products offered for sale shall be genuine, durable, and of good quality.
- The brand name, manufacturer details, specifications, and selling price of each item shall be clearly displayed at the stall.
- The selling prices shall not exceed prevailing market rates.
- No duplicate, counterfeit, defective, or substandard products will be sold.
- I/We shall comply with all instructions issued by the University regarding stall location, operation, cleanliness, and conduct.
- I/We shall be solely responsible for the quality, warranty, replacement, and after-sales service of the products sold.
- I/We understand that the University reserves the right to inspect the products and cancel permission in case of any violation of the prescribed conditions.

5. Payment Details

- Amount Paid: ₹3,000/-
- Receipt No.: _____
- Date of Payment: _____
- Mode of Payment: _____
- Name of Depositor: _____

Note: A non-refundable stall participation fee of ₹3,000/- for the period from **01 July to 03 July 2026** must be deposited in the **GNSU Account Department** before submission of the application. A copy of the payment receipt shall be enclosed with the application.

Date: _____

Place: _____

Signature of Vendor/Authorized Signatory

Name: _____

Designation: _____

Seal of Firm (if applicable): _____

Documents to be attached

1. Copy of GST Registration Certificate (if applicable)
2. Copy of PAN Card
3. Firm Registration Certificate/Shop Establishment Certificate (if applicable)
4. Product Catalogue/Brochure
5. Proposed Item-wise Price List with Brand Names and Specifications
6. Authorization Letter (in case of authorized representative)
7. Copy of receipt for payment of ₹3,000/- Stall Participation Fee deposited with the GNLU Account Department.
8. Any other relevant document(s)

For Office Use Only

Application Received on: _____

Application No.: _____

Approved / Not Approved

Remarks: _____

Authorized Signatory (GNLU)

Important Note for the vendors: The sealed bid envelop should be subscribed at the top of envelope as “Notice inviting applications from vendors for setting up temporary stalls for student essential items in the GNLU Hostel”. The tender document should be sent or submitted to:

To,

The Registrar

Gujarat National Law University,

Attalika Avenue, Knowledge Corridor, Koba,

Koba (Sub P. O.), Gandhinagar-382426, Gujarat, INDIA